

TOWN OF DAMARISCOTTA

PLANNING BOARD MEETING AGENDA (Revised)

When: Monday, August 2, 2021 - 6:00 PM

Where: Town Office

Pledge of Allegiance

REGULAR MONTHLY MEETING for August 2, 2021

MINUTES July 12, 2021 Meeting

A. Election of Officers

B. OLD BUSINESS

1. None

C. New Business

1. Lincoln Health – Van Winkle Building Addition
2. Lincoln Health – MRI Building

D. Other

1. Questions from the public
2. Housekeeping
3. Planner's Reports

D. ADJOURN

## Memorandum

**To:** Damariscotta Planning Board  
**Fm:** Bob Faunce  
**Dt:** January 19, 2021  
**RE:** **Lincoln Health – Addition to Van Winkle Building**

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Land Design Solutions on behalf of Lincoln Health has submitted a Site Plan Review Pre-Application to construct a one-story 2,789 sf gym and exterior stairwell on the westerly side of the Van Winkle building on the Lincoln Health campus. Attached is the SPR pre-app, letter of transmittal and attachments. The two principal concerns would be adequate parking and disposition of the additional stormwater generated by the addition. As you can see from the letter, the 70 existing spaces satisfy the ordinance requirements as well as Lincoln Health's internal parking needs.

The applicant is planning on submitting a full application for the September meeting and requests the Planning Board to schedule a site visit. Please note the SPR waiver requests on the pre-app form. Staff supports the requested waivers.

## Land Design Solutions

Land Planning, Site Planning and Landscape Architecture

July 23, 2021

Mr. Robert Faunce, Town Planner  
Town of Damariscotta  
21 School Street  
Damariscotta, ME 04543

**RE: LincolnHealth – Webster Van Winkle Building Addition & Renovation  
Pre-application Sketch Plan Submission**

Dear Mr. Faunce,

On behalf of LincolnHealth the Owner & Applicant, Land Design Solutions (agent) respectfully requests that we be placed on the Town of Damariscotta's Planning Board agenda for August 2, 2021 for a Pre-application meeting with the Planning Board to review the above referenced building addition and renovation of the Webster Van Winkle Building on the LincolnHealth Campus. The proposed project is located on land shown on Tax Map 11, Lot 27 which is located in the C2 District and Medical Facility Shoreland District.

The project consists of the reconfiguration of the existing building space (no increase in exam rooms), and an approximately 30'x87' (2,789+/- s.f.) one story addition on the front of the building (water side) to be used as a gym, and an 8'x15' stairwell addition on the south side of the building. The building will house the Wellness Department and be used solely by staff and patients. There is no anticipated increase in exam rooms, doctors or patients.

The existing building is approximately 12,000 s.f. with an associated parking area containing 70 spaces. The proposed addition will increase the square footage of the building by 3,090 s.f. to approximately 15,090 s.f. which per the ordinance requires 60 parking spaces (4 spaces per 1,000 s.f.). Since the existing parking area already has 70 spaces no additional parking is proposed as part of this project. LincolnHealth's internal parking calculations indicate the Wellness Department needs 50 spaces during peak use periods which leaves an additional 20 spaces to be used for staff overflow. The existing entrance drive and parking area is not proposed to be disturbed. We anticipate tying into the existing stormwater system.

**Additional Permitting:**

- a. Maine DEP Site Location of Development Act - The project will be utilizing the exemption for new construction or modification of an existing licensed development that is permitted under the Maine DEP because the area proposed to be disturbed and not revegetated does not exceed 10,000 s.f. and does not involve the division of the parcel of land.

- b. Maine DOT – No permit is needed from the Maine DOT because the buildings access is existing, and the proposed project is not adding staff or patients to the campus.

Anticipated Waiver Requests are listed on the preapplication form.

The following attachments are included as part of this submission:

1. Completed Pre-Application Form
2. Google earth Image
3. Town of Damariscotta Tax Map 11
4. Site Plan

We request that the proposed project be placed on the next available Planning Board agenda for discussion with the Board. Please do not hesitate to contact me with any questions or comments concerning the submitted plans or documentation.

Sincerely,



Peter B. Biegel, ASLA  
Maine Licensed Landscape Architect

cc: Patrick Parson, Director of Operations, LincolnHealth

Patrick Parson  
LincolnHealth  
35 Miles Street  
Damariscotta, ME 04543

July 21, 2021

**RE: Proposed Webster Van Winkle Building Renovation and Addition  
LincolnHealth Campus, Damariscotta**

To whom it may concern:

Please consider this letter as authorization for Land Design Solutions to act as the agent relative to local, state and federal permitting required for the referenced project.

Sincerely,

DocuSigned by:  
  
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Wayne Printy, Chief Financial Officer  
LincolnHealth

For Office Use Only:  
 PB Pre-App Meeting Date: \_\_\_\_\_  
 PB Site Visit Date: \_\_\_\_\_

## Town of Damariscotta Site Plan Review *Pre-Application* Form

(Submit 10 Copies to Code Enforcement Officer)

### General Information

1. Applicant LincolnHealth	2. Applicant's Address 35 Miles Street Damariscotta, ME 04543	3. Applicant's Tel # and Email Pat Parson (207) 563-4901 Patrick.Parson@lchcare.org
4. Property Owner LincolnHealth	5. Owner's Address 35 Miles Street Damariscotta, ME 04543	6. Owner's Tel # and Email Pat Parson (207) 563-4901 Patrick.Parson@lchcare.org
7. Engineer/Consultant Land Design Solutions contact: Peter Biegel	8. Engineer/Consultant Address 1 Faraday Drive, Suite 7 Cumberland, ME 04021	9. Engineer/Consultant Tel # and Email  pbiegel@landdesignsolutions.com, (207) 939-1717
10. Location/Address of Property  Webster Van Winkle Building Miles Campus	11. Tax Map/Lot Map 11 / Lot 27	12. Zoning District C2 Medical Facility Shoreland

**13. Description of Proposed Project and Any Requested Waivers (Note - There is a Presumption of No Waivers. The Applicant Must Document the Negative Effects of Denied Waiver(s))**

The project consists of the reconfiguration of the existing building space (no increase in exam rooms), and an approximately 30'x87' (2,789+/- s.f.) one story addition on the front of the building (water side) to be used as a gym. This building will house the Wellness Department and be used solely by staff and patients. There is no anticipated increase in exam rooms, doctors or patients.

The existing building is approximately 12,000 s.f. with an associated parking area containing 70 spaces. The proposed addition will increase the square footage of the building by 3,090 s.f. to approximately 15,090 s.f. which per the ordinance requires 60 parking spaces (4 spaces per 1,000 s.f.). Since the existing parking areas already has 70 spaces no additional parking is proposed as part of this project. LincolnHealth's internal parking calculations indicate the Wellness Department needs 50 spaces during peak use which leaves an additional 20 spaces to be used for staff overflow.

**Anticipated Waiver Requests:**

1. Boundary survey of the entire parcel – We will have a boundary survey showing the property line adjacent to the building which is the property boundary between the building and Powell lane, but do not believe we need a boundary survey of the entire campus parcel.
2. Identification of districts, sites etc. which are listed or eligible to be listed on the National Historic Register – This does not seem necessary because the project is for a relatively small addition to a building that has undergone multiple renovations, and area proposed to be disturbed is currently maintained as lawn.
3. Letters from appropriate State authorities attesting to the projects impact, if any on historic, archeological and rare or endangered plant or animal species on or in the vicinity of the project – the project involves a building that has already been renovated/added to and the proposed disturbance is to an existing maintained lawn area.

### Sketch Plan

Please Include: Outline of the Tract or Parcel with Estimated Dimensions, Road Rights of Way and Existing Easements; North Arrow; Proposed Layout of the Building(s), Driveways and Parking Areas; Identification of General Areas of Steep Slopes, Wetlands, Streams and Flood Plains; and Other Information Pertinent to the Project.

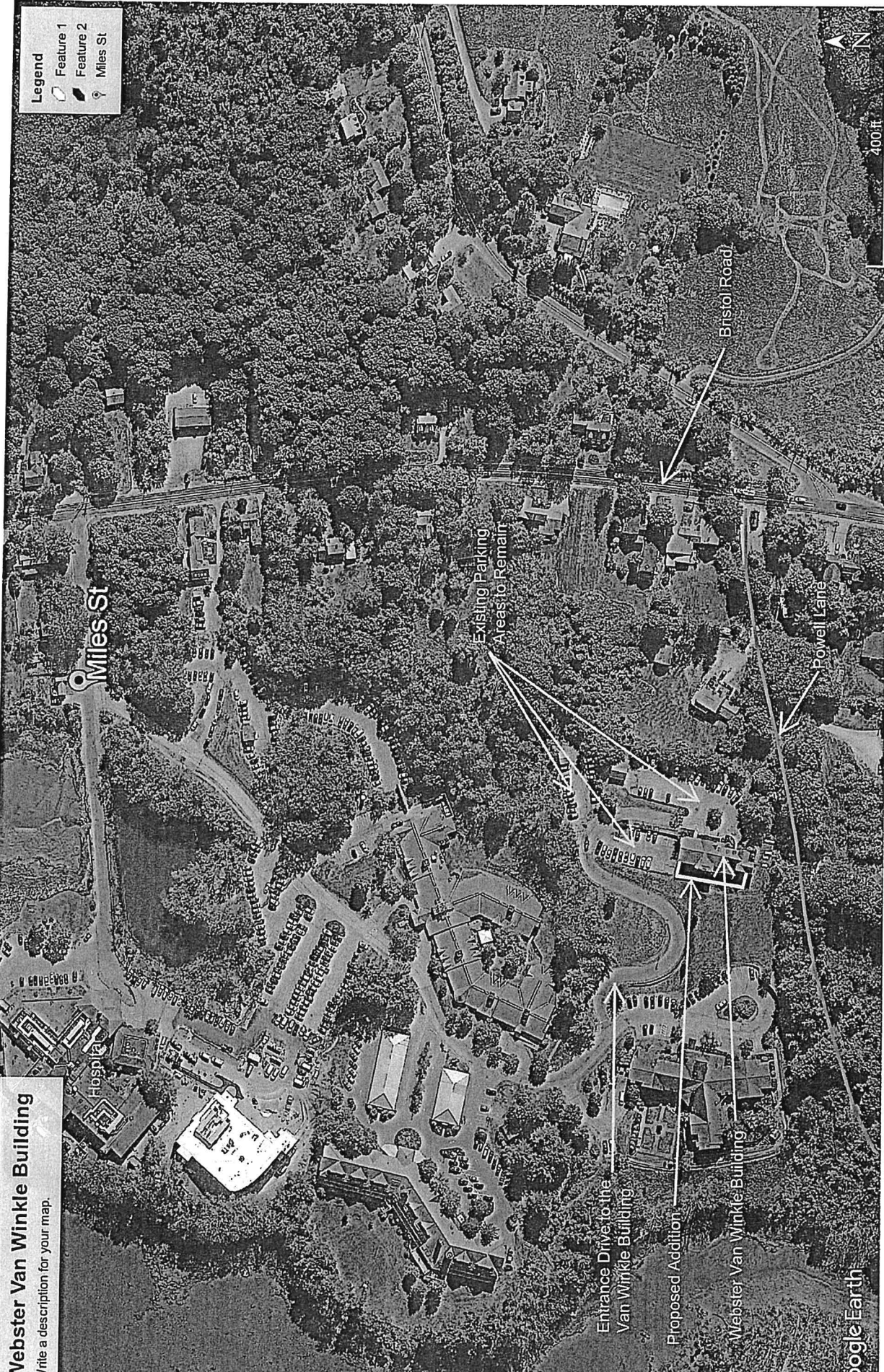
Please see the attached Site Plan.

# Webster Van Winkle Building

Write a description for your map.

**Legend**

- Feature 1
- Feature 2
- Miles St









## Memorandum

**To:** Damariscotta Planning Board

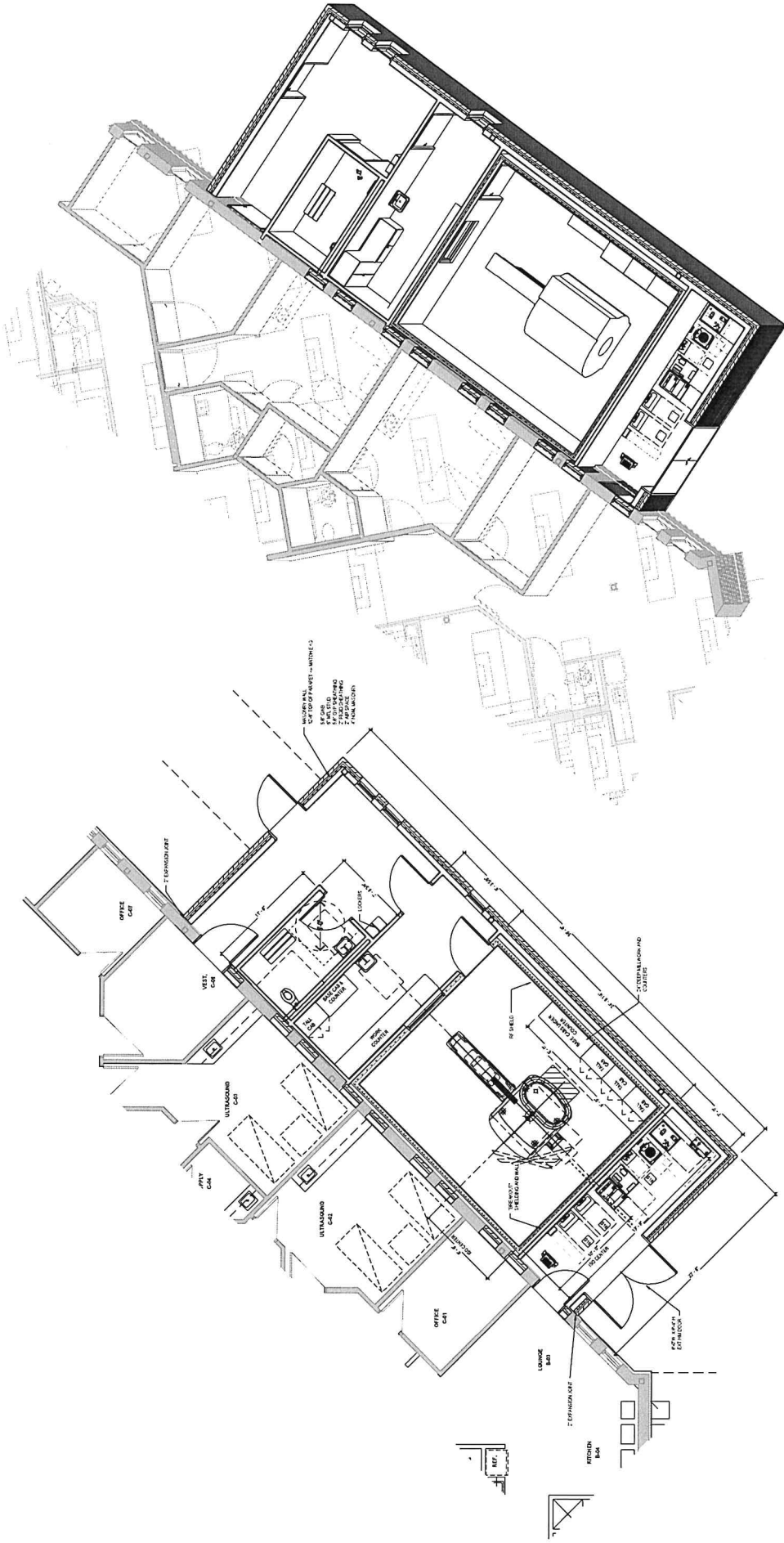
**Fm:** Bob Faunce

**Dt:** July 28, 2021

**RE:** Lincoln Health – MRI Building Addition

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Lincoln Health has asked that their proposed MRI building addition be added to the PB's August 2, 2021 agenda. The proposed building is a single story addition of approximately 1,300 sf and would be sited at the northern side of the Miles Campus hospital (see attached floor plan). It will replace an MRI trailer. As shown on the attached Google Earth map it will be located within the existing parking lot and will replace approximately 4 parking spaces and the pad for the mobile MRI trailer. There will be no increase in impervious area. The project entails the partial demolition of exterior wall, window and door assemblies to create new openings into the newly constructed addition. Utilities for the addition will come from within the existing hospital, however exploratory investigations into the waste line that extends to the outbuilding needs to be performed for verification and new connection.



### MRI Unit

Write a description for your map.

#### Legend

- Feature 1
- Feature 2

MRI building addition to be located  
in the same spot the existing  
MRI trailer currently uses.

